

Registration Form

Register by UW budget number or credit card online at <http://www.washington.edu/computing/training/>
Otherwise, fax your completed form to **206-543-3157**, or mail to **UW Computer Training: Campus Box 352830**

Name _____ Phone Number _____

UW NetID ¹ _____ @u.washington.edu
* Required for registration

UW Status Student ² Staff Faculty
Alumni Other _____

Course Number and Course Title	1st Choice Section & Date	2nd Choice Section & Date	Course Fee
Subtotal			
Payment made by Cash, Check or Credit Card is subjected to 15.6% fee ³			
Total \$			

Payment Method:

Cash ³ (Requires in-person registration)
Check ³ (Payable to University of Washington)
UW Budget Number Budget Number _____ Budget Name _____

Campus Box No. _____ Authorized Signature _____

UW Department _____

Mailing Address _____ City, State and Zip _____

Note:

- ¹ Your UW NetID is used for your login to MyUW, Homer, Dante, or Aagaard and is the first part of your @u.washington.edu UW email address. If you need a UW NetID please visit: <http://www.washington.edu/computing/uwnetid/>
- ² Current UW students paying with a UW budget number are charged staff fees. Current matriculated students must present their current UW Student ID.
- ³ An additional 15.6% institutional overhead fee is charged to **staff, faculty, alumni, and other affiliates** who pay by **cash, check or credit card**.

Refund Policy:

- 1. If you are unable to attend a course, a refund can be issued only if the request is received one week (five business days) prior to the start of the course. **No refunds will be made after that time.**
- 2. Substitute participants are permitted with no additional fee at any time prior to the first day of the course.
- 3. We will not issue refunds for reasons relating to your not having received the course confirmation.

Office Use Only	Receipt Number	Check Number	ID Number	Verified	Registered